

SECRET

27 JUL 1970

MEMORANDUM FOR: Deputy Director for Support

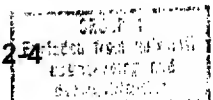
SUBJECT : Office of Personnel Report - Week Ending 24 July 1970

1. Recruitment of Culturally Deprived Persons: As a follow up to last week's report, the "Experimental Program in Clerical Recruitment and Training" is continuing at a successful pace. Seventy-five prospective applicants reported to the orientation meeting at the Ames Building on 23 July. Several of these applicants are expected to meet the regular standards for Agency clerical employment. From the balance we expect to meet our goal for this Program. A more detailed interim report is being prepared this date and will be forwarded to your office some time later this week.

2. [] Recruitment Office Closing: On 23 July 1970 Mr. John [] closed our recruitment office [] The geographical area previously covered [] has been divided and added to other existing recruitment territories.

3. Cooperative Education: The Audit Staff has prepared a proposed co-op work program for their activity. We have sent this proposal to our co-op schools having accounting majors.

4. Summer Intern Program: Attached is the schedule for final Summer Intern meetings.



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5. Position Classification:

a. Surveys are continuing in the Office of Medical Services and the Office of Security. The survey of the Office of Medical Services is almost completed with less than fifteen positions remaining to be reviewed out of approximately

b. A survey has been initiated for the Near East Division and preliminary discussions have been held with division officials.

c. A review has been made of senior psychologist positions in the Psychological Services Staff of the Office of Medical Services. It appears that it may be possible to justify some additional GS-14 positions based on comparisons with other agencies. The problem of upper-level ceiling, though, has not been resolved at this time.

/s/ Robert S. Wattles

Robert S. Wattles
Director of Personnel

Att.

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OD/Pers mtw (27 Jul 70)

MEMORANDUM FOR: Summer Interns


SUBJECT : Written Comments and Final Meetings

1. Will you please let me have your written, frank and informal comments on your experience this summer by Friday, 14 August 1970. Send them to me at 211 Magazine Building. Give a copy to your Administrative Officer.

2. We will meet with:

- a) Mr. Robert Wattles
Director of Personnel
Tuesday, 25 August 1970, 9:30 a.m.
5E-56 Headquarters
- b) Mr. R. J. Smith
Deputy Director for Intelligence
Tuesday, 25 August 1970, 2:45 p.m.
7E-44 Headquarters

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Special Assistant to the
Director of Personnel

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